



**MEMORANDUM**

**TO:** Board of Commissioners  
**FROM:** Andrea Lueker, Harbor Manager  
Kristen Stout, Business Manager  
**DATE:** May 22, 2018  
**SUBJECT:** Avila Pier – April/May 2018 Update

**Recommendation / Proposed Motion**

- Receive and file; no action necessary.

**Policy Implications**

The District's Operations and Maintenance Permit indicates that the Avila Pier "may need routine maintenance from normal use or emergency repairs caused by storm damage, vehicle accidents, boating accidents, including: decking, stringers, caps, rails, piles, ladders, landings, utilities, equipment, hoist, and public restrooms." However, the plume may require additional regulatory oversight and approval.

**Fiscal Implications / Budget Status**

On February 23, 2016, the Board approved \$45,000 to hire a Public Relations Firm to identify and engage stakeholders in fundraising efforts to rehabilitate the Avila Pier. \$8,250 came from *Remove Barriers to Coastal Access*, \$8,600 from *National Fish and Wildlife*, \$3,150 from *General Fund Budget Contingency*, and \$25,000 from *General and Administrative budget categories*.

**Alternatives Considered**

The following actions were considered but are not recommended at this time:

- None at this time

**Discussion**

After the El Nino storm of 1983, the Avila Pier was re-built. In early 2000, during the Unocal cleanup, 11 bents from the plaza seaward were removed and replaced.

The following Chronology of Events provides a brief summary of the rehabilitation project for future reference.

## **Chronology of Events**

### **May 2018**

- The Avila Pier Committee met on May 10, 2018 and reviewed the direction given by the Harbor Commission at the April 24, 2018 Commission meeting. Based upon the direction, the course of action will be:
  1. Develop the scope of work for the Avila Pier Project Assessment Study.
  2. Solicit estimates for the study.
  3. Obtain Harbor Commission approval for the funding of the study.
  4. Study commences.
  5. Present study to the Harbor Commission for consideration and action.
- The timeline of the study is to be determined as the scope of work is currently in progress.
- The Friends of Avila Pier (FOAP) met on May 7, 2018. The board approved holding FOAP meetings every-other-month and will wait on completing Board development/training until a future time, as yet to be determined. The FOAP will focus on engaging new members, fundraising, and additional methods on communication information regarding the status of the Avila Pier and the FOAP.

### **April 2018**

- The Harbor Commission met on April 24, 2018 and reviewed the results of the Avila Pier Community Meeting Survey. Based upon the survey results, board discussion, and public comments, the Commission directed staff to draft a scope work for a project assessment study of the Avila Pier.
- The Avila Pier Committee met on April 12, 2018 and reviewed the results of the Avila Pier Community Meeting Survey. (The results of the survey are provided in the April 24, 2017 staff report – Review of Avila Pier Community Meeting Results & Recommendation on the Avila Pier Rehabilitation Project). The committee discussed the survey results and had a split recommendation for the Harbor Commission as to the scope of the pier project. One committee member recommended rebuilding the pier to its' current size and dimensions and the one committee member recommended building a pier shorter in length.
- The next Friends of Avila Pier meeting will be held on Monday, May 7, 2018.

### **March 2018**

- The Avila Pier Community Meeting was held on March 15, 2018. The San Luis Yacht Club hosted refreshments and provided the location for the meeting. Attendees received an informational packet and listened to presentations on the following: Overview of the Avila Pier, Future Options for the Avila Pier, Funding Options, and the non-profit Friends of the Avila Pier. After the presentations, attendees were invited to walk about and visit the information stations, manned by the presenters. Attendees were also encouraged to complete a survey and provide their input regarding the pier size and funding options, identify their interest in becoming a member of the Friends of the Avila Pier, provide their contact number to receive additional updates, and the ability to provide additional comments. The informational packet provided to the attendees is also available on the district website: <http://portsanluis.com/DocumentCenter/View/3305>

- The Avila Pier Committee met on March 12, 2018 and continued planning for the March 15, 2018 Avila Pier Community Meeting. The results from the survey distributed at the Community Meeting will be reviewed at the next Avila Pier Committee Meeting. The Committee will discuss the findings and provide to the results at the April 2018 Harbor Commission meeting.

### **February 2018**

- The Friends of Avila Pier (FOAP) met on February 12, 2018. The amended bylaws were approved by the Board. The Board also shared the selection of Pacific Premier Bank as the FOAP banking institution. An overview of the March 15, 2018 Avila Pier Community Meeting agenda was provided and input regarding the meeting was given by those in attendance.
- The Avila Pier Committee met on February 8, 2018 and received updated information regarding potential banking institutions for the Friends of Avila Pier and determined Pacific Premier Bank to be the banking institution. The Community Stakeholders meeting agenda was discussed, with presentation assignments finalized.

### **January 2018**

- The Avila Pier Committee met on January 11, 2018 and reviewed potential banking institutions that could provide the banking services for the Friends of Avila Pier. Additional research will be completed, with the findings presented at the next Avila Pier Committee meeting. The committee also discussed the possible agenda and format of the Community Stakeholders meeting. The agenda would include the background of the closure status of the Avila Pier, funding options that have been reviewed, and the presentation of four possible options for the renovation of the pier. Those in attendance would then be able to select their “best choice” out of the four options. The Community Stakeholders meeting is scheduled to take place on February 7, 2018.
- The Friends of Avila Pier held a meeting on January 8, 2018 and were provided with a status of the Avila Pier as presented at the November 28, 2017 Harbor Commission Meeting. The next Friends of Avila Pier meeting will take place on March 3, 2018.

### **December 2017**

- The Avila Pier Committee met on December 7, 2017 and discussed the next steps for the Avila Pier project.
  - The committee agreed a Community Stakeholders Meeting would need to be held, providing the community stakeholders the ability to review the conceptual designs plans of the Avila Pier, have an opportunity to provide input, as well as receive an update as to the status of the rehabilitation of the pier, including potential costs as well as possible sources of funding. Two potential dates for the Community Meeting were identified as February 7 or February 8, 2018 and will be held at the San Luis Yacht Club.
  - The committee also requested staff to present the information shared at the November 28, 2017 Harbor Commission meeting regarding the Avila Pier and potential costs construction and demolition costs with the Friends of the Avila Pier (FOAP). Also, the information that will be presented at

the Community Stakeholders Meeting will be provided to the FOAP along with update regarding the setting up of a FOAP bank account. The next FOAP meeting will take place on January 8, 2018.

- Harbor Manager Andrea Lueker provided information to the committee regarding a possible Chevron grant that could be awarded for the rehabilitation of the Avila Pier. This grant is a community grant and would not preclude the District from receiving additional funds from Chevron, in the future, for the rehabilitation of the Avila Pier.

### **November 2017**

- At the November 28, 2017 Harbor Commission meeting, the Board approved by resolution the Avila Pier Rehabilitation Committee would be a standing committee and would be identified as the Avila Pier Committee.
- The Avila Pier Rehabilitation Committee met on November 9, 2017 and reviewed the dimensions of the Cayucos and Pismo Beach piers, for the purpose of project comparisons. The committee also discussed estimated Avila Pier construction and demolition costs, which addressed the three options the Harbor Commission expressed an interest in at the October 9, 2017 Special Board Meeting. There was also a continued discussion regarding the funding package options included in the Netzel Grigsby Feasibility Study. The committee received information regarding special taxes, assessments, property tax, and transient occupancy tax. The committee directed staff to create a presentation for the November 28, 2017 Harbor Commission meeting to provide the information that was presented at the November 9, 2017 Avila Pier Rehabilitation Committee meeting to the Commissioners and the public.
- The Friends of Avila Pier were invited to attend the November 28, 2017 Harbor Commission meeting, as a presentation regarding the Avila Pier will be given. The next FOAP meeting is expected to take place in January 2018.

### **October 2017**

- The Avila Pier Rehabilitation Committee met on October 12, 2017 and discussed the option of changing the status of the committee from an Ad-hoc Committee to a Standing Committee. It was agreed the Avila Pier Committee would request the Board of Commissioners to change the committee status to a standing committee. The committee reviewed the suggested funding package options as outlined in the Netzel Grigsby Feasibility Study. This included a review of past grants received by the District, current District fees and hypothetical fee increase projections, and an overview of the issuance of Bonds and Assessments. The committee also discussed the Special Board Meeting that was held on October 9, 2017 to review the conceptual designs of the Avila Pier.
- On October 9, 2017 the Harbor Commission met to review and discuss the conceptual designs of the Avila Pier. The Commission expressed an interest in evaluating three options regarding the Avila Pier rehabilitation. The Commission was interested in determining the costs for the two pier concepts as presented by RRM, the cost of taking down the pier, and the costs of replacing the pier at its current dimensions.
- The Friends of Avila Pier (FOAP) met on October 2, 2017 and reviewed the updated bylaws, discussed obtaining board development proposals from both Netzel Grigsby and SPOKES, and the tentative upcoming meeting schedule for

the review of the conceptual designs of the Avila Pier, a planned Avila Pier stakeholders meeting, as well as the next FOAP board meeting.

### **September 2017**

- The Avila Pier Rehabilitation Committee met on September 14, 2017 and reviewed the Board of Commissioners approved recommendations from the Netzel Grigsby Feasibility report and is working on them. In addition, the Avila Pier Rehabilitation Project Draft Timeline was reviewed with the estimated timeline for the review of the Avila Pier conceptual drawings to take place. Dates to be finalized.

### **August 2017**

- The Friends of the Avila Pier (FOAP) held its second Board of Directors Meeting on August 28, 2017. The agenda included a review of the bylaws, review of the Board of Directors' responsibilities, board member recruitment, and a review of timeline/schedule. Currently the FOAP is comprised of a small number of committed volunteers whom are looking for more. A review of the updated bylaws will take place at the next meeting.
- The next Board of Directors meeting will take place on October 2, 2017 at 3:30 pm.
- The Friends of the Avila Pier (FOAP) held its first Board of Directors Meeting on August 2, 2017. The agenda included an overview/history of the Avila Pier, the responsibilities of the board of directors, and a review of the timeline/meeting schedule.
- The Avila Pier Rehabilitation Committee met on August 10, 2017 and discussed the Friends of Avila Pier meeting as well as the draft timeline/meeting schedule. The draft timeline/meeting schedule of the Friends of Avila Pier/Avila Pier Rehabilitation has been provided as an attachment to the August 2017 update.

### **July 2017**

- The Avila Pier Rehabilitation Committee met on July 13, 2017. The following are the outcomes of the meeting:
  - Individuals interested in serving on the Friends of Avila Pier (FOAP) 501c3 board were identified. Those individuals will receive details regarding the planned FOAP meeting that will provide additional information regarding the board rules, guidelines, as well as the bylaws and the election of board members. The meeting is planned to take place on August 2, 2017 at 5:30 pm.
  - Avila Pier Charrette Designs, next steps:
    1. The Avila Pier designs will be submitted first to the Avila Pier Rehabilitation Committee for review and discussion.
    2. The Avila Pier designs will be presented to the Harbor Commission.
    3. The Avila Pier designs will be presented for public comment and input.
    4. The results of the public comment and input will be presented to the Avila Pier Rehabilitation Committee.
    5. The Avila Pier Rehabilitation will present the public comments to the Harbor Commission.
- The Avila Pier information banner has been placed on the Avila Pier.

## **June 2017**

- The Avila Pier Rehabilitation Committee, Harbor Manager, Facilities Manager, Business Manager, and select community members participated in an Avila Pier Design Charrette, hosted by RRM Design on June 19, 2017. Participants were divided into groups where ideas of the redesign on the Avila Pier were discussed and each group presented their suggestions to the charrette participants. The ideas shared will be utilized by RRM Design for the creation of three possible Avila Pier designs, which will be presented to community stakeholders at a future Avila Pier design meeting.
- The Avila Pier Rehabilitation Committee met on June 8, 2017. Recruitment for board members of Friends of Avila Pier will continue, with information to be placed on the Districts Facebook and website. The committee also selected the individuals that would be invited to participate in the Avila Pier Design charrette. Final corrections to the Avila Pier information banner were made and the committee gave final approval of the banner.

## **May 2017**

- The Avila Pier Rehabilitation Committee met on May 10, 2017 to review and discuss the commission approved Recommendations for the Avila Pier, as well as discuss the proposed timeline for the rehabilitation project, and the status of the Friends of the Avila Pier (FOAP) non-profit board. The job description for the FOAP Board of Directors were reviewed and approved as well.
- The Facilities Manager will begin the process of identifying a design firm to create three conceptual drawings of the Avila Pier, reflective of the revised scope of the pier rehabilitation project.
- A draft of a new Avila Pier Rehabilitation Public Information sign was created and reviewed by the Avila Pier Rehabilitation Committee for content and design.
- The Facilities Department completed the repairs and stabilized the pile at Bent 20 resulting in the Avila Pier Gate being moved out to Bent 26

## **April 2017**

- The Facilities Department began the repairs to the Avila Pier so the pier gate could be moved out to Bent 26.
- The Avila Pier Ad-hoc Committee met on April 13, 2017 to review and discuss the recommendations approved at the March 28, 2017 Harbor Commission meeting. Additional information is provided in the April 25, 2017 Avila Pier Rehabilitation Project staff report.

## **March 2017**

- Netzel Grigsby provided the Feasibility Study Report – Executive Summary Report, to the Feasibility Study Advisor Committee on March 6 and March 13, 2017. The Study Advisory Committee reviewed the Executive Summary Report and forwarded their recommendations to the Avila Pier Rehabilitation Ad-hoc Committee.
- The Avila Pier Rehabilitation Ad-hoc Committee met on March 15, 2017 to review and discuss the recommendations made by the Feasibility Study Advisory Committee. The approved recommendations will be forwarded to the Harbor Commission on March 28, 2017 for review and discussion.

## **February 2017**

- Netzel Grigsby provided the Feasibility Study Report to the Avila Pier Feasibility Study Executive Committee on February 14, 2017. Upon initial review, the Executive Committee modified the report out dates to the Study Advisory Committee and the Harbor Commission. The feasibility study report will be presented to the Study Advisory Committee on March 2 and to the Harbor Commission on March 28, 2017.

## **January 2017**

- Netzel Grigsby continued interviewing individuals selected for the feasibility study. As of January 18, 18 interviews have been completed, with 10 more scheduled for the remainder of January. Netzel Grigsby is on schedule to complete the 30-35 interviews needed by the end of the month. The feasibility study report will be presented to the Study Advisory Committee on February 21 and to the Harbor Commission on February 28, 2017.

## **December 2016**

- December 8, Committee Meeting to review timeline and MatchFire's progress for completing the 501c3 tax-exempt nonprofit organization.
- December 5, Study Advisory Committee Meeting with Staff Netzel/Grisby & Associates, to discuss summarized version of the projected budget, and the revised case for supporting the rehabilitation of the Avila Pier.
- Moving the "closed gate" out by modifying some existing piles is dependent on low tides, daylight, and minimal surf and although we have had some low tides in the past few months, we have had many days of northwest swells that make this type of work difficult if not impossible. We have some afternoon low tides coming up mid-December, but we need minimal surf too. This is on our radar screen, and we are looking at tides and surf.
- Netzel Grigsby began the interview process for the feasibility study.

## **November 2016**

- November 15, Feasibility Study Advisory Committee - initial meeting with Netzel/Grisby
- November 1, Committee and Staff met with Netzel/Grisby & Associates for kick-off meeting and established a preliminary schedule to complete Feasibility Study

## **October 2016**

- October 25, 501(c)3 officer's meeting scheduled to approve Bylaws / Minutes.
- October 18, Staff to meet with Netzel/Grisby & Associates for introductions, and to develop schedule.
- October 13, Ad-hoc Committee, MatchFire, and staff met to discuss 501(c)3 progress and next steps, non-profit bylaws, feasibility study, information banner/sign for Avila Pier, recap Meet and Greet, and future timelines

## **September 2016**

- September 27, Harbor Commission approved selection of Netzel/Grisby Associates, Inc., to perform Feasibility Study

- September 22, “*Meet and Greet*” held for prospective volunteers, donors, stakeholders, interested observers, etc., along with Ad-hoc Committee, staff, and MatchFire
- On September 19, 2016 Ad-hoc Committee met and interviewed representatives from Netzel/Grisby Associates, Inc. After a thorough discussion, Netzel/Grisby Associates, Inc. was selected as the company to complete the Feasibility Study (See staff report from September 27, 2016)
- September 12, Ad-hoc Committee, MatchFire, and staff reviewed and discussed three proposals received for the fund raising feasibility study, and also developed an agenda for “*Meet and Greet*” held on September 22
- Staff ordered hardware to perform temporary pile repairs to enable the “*Pier Closed*” gate to be moved 6 Bents seaward.

### **August 2016**

- August 16, Ad-hoc Committee, MatchFire (Studio Good), and staff discussed additional formation ideas for the 501(c) 3, and request for proposals for developing a Feasibility Study. See staff report from August 23, 2016 meeting for additional information. Additional meeting with MatchFire scheduled for August 25, 2016 to continue discussions.
- Staff ordered lumber materials to perform temporary pile repairs to enable the “*Pier Closed*” gate to be moved 6 Bents seaward

### **July 2016**

- July 14, Ad-hoc Committee, MatchFire (Studio Good), and staff reviewed and discussed additional ideas in the formation of the 501(c) 3, and fundraising.

### **June 2016**

- June 28 Harbor Commission approved the installation of temporary pile repairs to enable the “*Pier Closed*” gate to be moved about 5 or 6 Bents seaward. The completion of this project is dependent upon low tides and material procurement.
- On June 9, Ad-hoc Committee, Studio Good, and staff reviewed and discussed candidates for filling roles on the future 501(c)3 Board of Directors, Studio Good is developing a one page fact sheet that summarizes the key roles to be filled, with a goal to present proposed Board Member selection to Commissioners for approval at the August Board Meeting

### **May 2016**

- On May 12, Ad-hoc Committee, Studio Good, and staff reviewed, discussed and agreed to an outlined Scope of Work (SOW) developed by Studio Good. This SOW will help both parties track progress and expectations (see attached SOW).

### **April 2016**

- On April 28, staff and District consultant, Dave Moran, met with representatives from Chevron, Water Quality Control Board, and California Department of Fish and Wildlife to discuss the Avila Plume. There were no conclusions about the role Chevron may play in the rehabilitation, however the dialog continues to move forward, and staff is reviewing documents from the previous clean-up project to see if there are any references related to driving piles in the plume.



- On April 26, Harbor Commissioners moved to formalize a working relationship with Studio Good using the District's standard Professional Service Agreement, and gave direction to refine a Scope of Work with Studio Good, staff, and the Ad-hoc Committee. Both documents have been signed by both parties.

### **March 2016**

- Approve Avila Pier Rehabilitation Project Scope to synchronize with the 2004 Master Plan Conceptual Description and Graphics for the Avila Pier. The District's Master Plan includes a *Conceptual Plan* for Avila Pier and graphically represents the Avila Pier's 1983 footprint, including potential improvements like skiff racks, interpretive exhibits, and up to 6,000 square feet (including building and/or deck area) of Coastal Dependent, marine related Visitor Serving, or marine related Recreational Use.

### **February 2016**

- PR Firm funding approved by Harbor Commission - \$45,000
- Avila Pier Ad-hoc Committee reconvened on February 8 to discuss finalist
- Staff checked references in anticipation of committee meetings in March
- Second round of PR Firm Interviews conducted on February 1

### **January 2016**

- Avila Pier Ad-hoc Committee formed – Commissioners Blecha and Matakovich
- First round of PR Firm Interviews were held on January 19, 2016
- Second round of PR Firm Interviews were scheduled for February 1

### **December 2015**

At the December 15, 2015 Board of Commissioners meeting, the Board considered three separate staff reports regarding the Avila Pier:

1. Project Charter – outlines process to complete the project
2. Long-Term Planning
3. Short-Term Planning

### **November 2015**

- Staff direction to pursue alternatives for hiring a Public Relations Firm

### **October 2015**

- Developed Rough Estimates using pile installation comparison ratio with the Cayucos Pier. Cayucos Pier Cost was \$3,500,000 for 200 piles, 700 piles would cost approximately \$12,250,000 – this does not consider additional costs for working around plume, or planning for additional retail space on terminus as outlined in Master Plan.
- Solicit a Proposal from Barnett and Cox met with Harbor Manager and Facilities Manager on October 15, 2015, and will present a proposal to staff prior to the next Harbor Commission meeting in November.
- Solicit Proposal for the Geotechnical Survey from Earth Systems and Geo Solutions. Another variable in obtaining the Geotechnical Survey will be getting sample equipment on the pier; some additional methods / engineering will be required to distribute the loads on the pier to allow equipment access.

- Contact Area Specific County Supervisors, staff and President Barrow met with Supervisor Hill to discuss the future of the Avila Pier. Supervisor Mecham came out for a boat ride with President Barrow, Harbor Manager and Harbor Patrol in early October and the Avila Pier was one topic of conversation. Facilities Manager contacted Supervisor Compton's office to re-confirm the Supervisor's awareness of the Avila Pier's condition.

### **September 2015**

Board Memo to discuss underwater pile survey, temporary stabilization and Shoreline Engineering conclusions and recommendations. No recommendations were approved at this time.

#### Underwater Pile Survey Summary

Pile Rating Summary (700 piles): starting at bent 20

- 9% severe (64)
- 18% major (126)
  - major damage
  - advance deterioration
- 34% moderate (239)
  - advanced deterioration
  - load-bearing capacity not significantly reduced
- 39% minor (271)
  - minor to moderate defects
  - load-bearing capacity is not reduced

### **August 21, 2015**

Shoreline Engineering completes underwater pile survey written report

### **July 28, 2015**

Termination of Public Contract Code §22050, does not impact the Emergency Coastal Development Permit. There will be adequate time for the preparation of Public Works bid documents, including construction documents and subsequent award.

### **July 17, 2015**

Shoreline Engineering completes underwater pile survey; report to follow.

### **July 9, 2015**

California Coastal Commission issues Emergency Coastal Development Permit

### **June 23, 2015**

Harbor Commissioners made findings at June Board Meeting that the condition of the Avila Pier was an emergency and authorized a contract with Shoreline Engineering for underwater surveys.

### **June 19, 2015**

Pier closed to public access

### **June 18, 2015**

Shoreline Engineers recommends:

1. A structural condition inspection and assessment be completed on the balance of the Pier.
2. A complete evaluation be made as to the extent of repair, rehabilitation, or reconstruction that needs to be made.
3. The Pier should be closed until repair, rehabilitation, or reconstruction is completed.

#### **April 2015**

Shoreline develops preliminary construction plans for Avila Pier pile replacement

#### **November 2014**

Shoreline Engineering Draft Report Finalized

#### **October 2014**

Shoreline Engineering dive operations finds weather opening to perform underwater pile inspections.

#### **Aug / Sep 2014**

Contact Shoreline Engineering to prepare estimate to perform preliminary underwater survey and estimate costs for providing a pile repair/replace plan.

#### **June 2014**

Harbor District begins developing preliminary estimates, and making funding inquiries with agencies and organizations.

#### **April/May 2014**

Harbor District pier crew begins above-water survey

Planner / Analyst creates representative graphics

#### **March 2014**

Storm damages multiple piles and batter piles

#### **February 2014**

Harbor District met with Regional Water Board, Fish and Wildlife to discuss Avila Pier pile replacement within the plume, potential impacts and necessary Best Management Practices. First of many informal conversations and emails throughout entire process.